

STEPS IN OBTAINING A SEPTIC PERMIT

Guide provided by: Spencer County Health Department

1. Obtain a soil survey from a Registered Soil Scientist. (see list)
A copy of the soil test report will be sent to you, as well as, the Health Department. You will need to provide this report to your chosen installer.
2. Apply by submitting the following to the Health Department:
 - ☐ Completed application
 - ☐ \$50.00 application fee (made payable to SCHD)
 - ☐ Copy of property deed
 - ☐ Copy of house plans (letter size)
3. After submissions are reviewed, a SPEC sheet will be mailed to you or your installer of choice in the envelope you have provided.
4. Mow/bush hog site if needed. Otherwise, **DO NOT** disturb site.
5. Select a Certified Septic System Installer. (see list) Your installer will submit a plan of design and schedule a layout inspection with Health Department.
6. Once layout is approved, a septic permit is issued. The septic permit is needed to begin septic construction and to obtain building permit.